

Minutes: TMC Pooled-Fund Study Tele-conference December 4, 2000

Attendees:

Mike Floberg, KS
Rich Bennett, MO
Robert Copp, CA
Bill Stoeckert, CT
Tom Granda, FHWA

Jon Obenberger, FHWA
Mike Hartman, NY
Jay Wasson, IN
Mike Newland, IN
Jeff Galas, IL

Lap Hoang, FL
Cynthia Levesque, RI
Joe Shaw, RI
Dennis Collins, SAIC
Vaughan Inman, SAIC

TMC PFS Projects Progress Reports

1. Jon Obenberger reviewed generic schedule. The purpose of the generic schedule is to show the basic milestones in each project and the role of the individual members (i.e., all members, FHWA, project team members, champions) in each milestone. The number of milestones and durations of tasks will vary according to project requirements.
2. Vaughan Inman review status of individual projects. Operator Requirements Matrix statement of work was e-mailed as attachment to members. Comments should be returned by Dec 14. Two members indicated that they had not received the attachment. [attachment was retransmitted to those members subsequent to the teleconference]. CMS statement of work was expected to go to members for review during week of the 11th of December. Maintenance and Configuration Management statements of work will be distributed for review in January and February respectively. There was some discussion of Champions and project team members. It was pointed out that Champions had been identified at the kickoff meeting in June. Inman will review this list and distribute to members.
3. Identify project points of contact for each member: There was some discussion of whether each project required a point of contact from each member (e.g., potentially 14 members times 4 projects or 56 points of contacts if there was no overlap). It was agreed that members will identify points of contact only for project that they are most interested in. Six points of contact for each project was suggested as a goal.

TMC PFS Solicitation for 2001

1. Tom Granda reviewed current membership and expressions of interest from two additional states. Some members indicated that they had not seen the 2001 solicitation letter. [the letter was retransmitted to these members after the teleconference].
2. Dennis Collins will be forwarding explanation of procedure used to transfer SP&R funds to the Study.
3. Members were urged to consider inviting other agencies in their state to join the TMC PFS.

TMC PFS Website Progress Report

4. Jon Obenberger explained that the TMC PFS website was behind schedule because the contractor performing the work is small and has a large backlog. The content for

the site is expected to be available for review in about 3 weeks at <http://209.207.159.179/Development/tmc2/Pool%20Fund%20Study/index.htm>. A friendlier name for the site (e.g., //TMCStudy.fhwa.dot) will be announced with the site goes public [suggestions for the name are welcomed]. The current goal is to make the site publicly available in mid-February.

ITE TMC Committee and Web Site Progress Report

1. The ITE TMC Committee web site, which has a similar format to the TMC PFS Website, and will share links with the TMC PFS site, will go public somewhat later than the TMC PFS site.
2. The committee itself has not formed yet. The ITE TMC Committee web site will be used to help define the role of the committee.

Schedule and Preparation for TMC PFS 2001

3. Pending confirmation of room availability, Tuesday May 16 and Wednesday May 17 were chosen for the annual TMC PFS meeting. We will try to reserve the same place as last year: the FHWA Learning Center in Arlington, VA which is adjacent to the Arlington Holiday Inn. Inman to make arrangement this week. Meeting is anticipated to take 1.5 days – 8 to 5 Tuesday and 8 to noon Wednesday.
4. Tentative agenda for May meeting: (1) review project progress, (2) review budget and membership, (3) review/vote on new (non-State) members, and (4) consider new project proposals.

Schedule Next Teleconference

1. Next meeting on February 27 or 28. Collins to distribute agenda and schedule.

Other Issues

1. Question was asked: Can Universities perform TMC PFS studies. Answer was yes. Members may suggest specific universities that are qualified to perform the work. Approval of membership is required. University may have to compete for contract if sole source cannot be justified.
2. Jon Obenberger announced upcoming (July) ITMS Conference in Newark, NJ. Conference is co-sponsored by TRB and ITS America.
3. TRB staff is compiling list of NCHRP studies. Jon will e-mail list of TMC related studies to members in about 2 weeks.

Actions

1. Bill and Robert will encourage members to join Project Teams. Volunteers to contact Vaughan Inman (vaughan.inman@fhwa.dot.gov).
2. Dennis Collins to follow-up on funding issues (SP&R process).
3. Jon O. to continue work on TMC PFS web site.
4. Jon O. to work with ITE TMC Committee.
5. Next conference call agenda to go out in 6 weeks (i.e., ~January 16)